

State Wage Information Match (SWICA) Guidance Document for TANF, SNAP and Medicaid

Overview:

In order to meet federal requirements, the interface with Department of Labor and Industry (DLI) will now include a match with wage information (SWICA) in addition to unemployment insurance benefits.

Changes:

Because OPA staff no longer process Medicaid, QMB and SLMB on TEAMS and unemployment insurance information and wage information is not required for SNAP-only cases, the matching process for both the new wage match and the unemployment match will be changed to only process TANF participants. To be included in the match process, the individual must have been 18 or older, coded IN, DQ, DP or TR on TEAMS SEPA and the case must have been issued a TANF benefit in the extract month.

Previously, the DLI report matched TANF, SNAP and Medicaid recipients against unemployment benefits and a hard copy report was distributed each month to the county offices. The Social Service Specialist (SSS) was required to verify the receipt of unemployment and prospect benefits according to policy for each program.

The matching process will still run monthly for unemployment benefits and it will run 30 days after the end of a quarter to match earned income. If a person was open on TANF at anytime during the previous month and/or quarter and they met the match requirements, the Social Services Specialist will receive one of the following two alerts:

- a. UI MATCH PERS#XXXXXXX; VERIFY IN MISTICS & SEND NOTICE
- b. EAIN MATCH PERS#XXXXXXX; VIEW MISTICS & FOLLOW POLICY

The SSS should take the following action regarding these alerts:

TANF:

UI MATCH PERS #XXXXXXX; VERIFY IN MISTICS & SEND NOTICE

The SSS will take action on the alert by accessing MISTICS, verifying unemployment benefits in MISTICS, prospectively budgeting the income and sending appropriate notice to the household. The alert is acted on the same as it would be receiving the hard copy DOLI UI report.

EAIN MATCH PERS#XXXXXXX; VIEW MISTICS & FOLLOW POLICY

The SSS will take action on the alert by accessing MISTICS for wages, evaluating the wage information available, and taking appropriate action, including sending appropriate notice to the household and notifying WoRC.

SNAP:

UI MATCH PERS #XXXXXXX; VERIFY IN MISTICS & SEND NOTICE

The SSS will take action on the alert by accessing MISTICS, verifying unemployment benefits in MISTICS, prospectively budgeting the income and sending notice to the household when

appropriate. The alert is acted on the same as it would be receiving the hard copy DOLI UI report.

EAIN MATCH PERS #XXXXXXX; VIEW MISTICS AND FOLLOW POLICY

The SSS will take action on the alert by accessing MISTICS for wages, evaluating the wage information available, and act according to the household's reporting requirements. The information is acted on the same way it would be acted on at recertification or the six month reporting period.

Medicaid:

Social Service Specialist must take action on all changes reported to, or discovered by the agency, within ten (10) days of the reported /discovered change, regardless of the timeliness of the report. CHIMES will not set automatic alerts for these cases.

Reports:

A new report, TANF STATE WAGE INFORMATION MATCH (TS107774.1) will be created and posted to RDS. No hard copy of the report will be created. This report will contain details of the information found in the match process.

The existing report, DOLI MONTHLY UIB REPORT (TS107244.1) will no longer be printed, but will continue to be posted to RDS.